

TOWN OF FOXBOROUGH

ADVISORY COMMITTEE

MINUTES

January 21st 2015

Committee Members Present: Larry Thomas, Patrick Mosesso, Heidi Krockta, Cal Calnan, Kristin Papanou, Sue Dring, Javed Hussain, Thom Freeman,

Absent: Tracey Vasile, John Chlebek, Monica Fisler, Larry Stern, Susan Dring

Others Present: Ginny Coppola, Lorraine Brue, Jennifer Savickis, Jerry Cirillo, Kevin Penders, Thomas Magee, Pauline Clifford, Eric Arvedon, Betsy Roche

Notes taken by: Maham Zia

The meeting was brought to order at 7:10 by Larry T

Historical Commission

Kristin: copy we have is confusing compared to current copy; the 56,000 cleaning item is actually a staffing request; That line is out; the only other jump is the security fee;

Chairman Jennifer Savickis Budget review – Historical Commission 7:10

Jen: most of the things are usual; the personnel issue has been tabled; main problem is personnel or membership; we had increases in budget last year but, what I found this year is that, we don't have the people to administer the work; as a volunteer organization, our monthly time requirement is really low ; if you add up everyone's minimum time, it doesn't even add up to one full time person; in the past, we had retired people who could give a lot of time; not anymore; we were hoping to have a part time employee to work twice a week; is our commission really doing what it does in other places? Perhaps there should be a shift in roles; we are extending beyond what we are supposed to be doing; we won't make progress unless there is more volunteers or staff;

Bill K: historical societies tend to be more curators rather than commissions; it makes sense to me to turn this operation around;

Jen: I think it makes sense to coordinate and come to an agreement

Bill K: there is a way to get more funding on this via grants etc but we would have to put the proper structures in place; this usually happens with fundraisers after an exec director is highest; it is important that we have this convo now;

Larry T: sounds like you are talking about 2 things; the building maintenance; Jen: the day to day is managed by three members but there are other line items we haven't touched yet ; Larry T: why is your group doing the building maintenance; Jen: that changed this year and we are very thankful for that; Bill Y will be helping us; Larry T: the facilities people are really good; Bill K: this still is town property; your

role should be to run programs, it should be our responsibility to take care of facilities; so we are trying to figure out roles right now; Jen: We are weighing a lot of things and it's great that the town is making that change

Larry T: have we thought if there is space in the new town hall for this stuff? Bill K: yes and no; the problem with taking and moving that material is that it has not been cataloged yet and there are some really important things in there that shouldn't get lost in the move; if we do it right, there should be enough room; Jen: a big thrust of our work is to work through all the pieces in terms of the history of Foxboro; I decided to back off any CIP requests this year; one of the projects I feel passionate about is the accessibility issue at the memorial(?)

Larry T: is that even legal, that it is not accessible; Jen: there is some grey area but my vision is to have all the work including accessibility to be done by 2018; I am looking for feedback and discussion on the accessibility;

Heidi: thanked the commission for sticking with it; Jen: I have felt a lot of support from town hall

Heidi: I think younger citizens are involved with schools and sports but not with the commission; Bill K: you raise a good point that the people there now can't sustain the commission;

Thom: I was on the CIP committee last year; were you able to get the max you commissioned? Jen: no we weren't able to get much; my guess is that the mass cultural council wants to put that funding towards bigger things;

Thom: did you come back to CIP?

Jen: we were granted 50% of our ask and that was broken into different increments;

Larry T: thanked

7:35PM Director Jerry Cirillo Budget review – Library

Kevin: couple of things are going out; based on centralized maintenance \$77,000 moving out of our budget; the cost is still there but not in our budget; in order for us to keep our accrued, we have to show our budget and there is some concern with the pulling out of the 77,000 since it pulled out the historical line items; issue was why are we asking for money that we won't spend and that was why;

Larry T: how is the Sunday thing going? Jerry: we are around 200 ish on Sundays that is less than the weekdays; Heidi: how do you gauge that? Kevin we have a counter;

Jerry: we have more programs in the spring and we are expecting more participation; Kevin: level service is a thing; Larry T: last year the board funded Sunday openings and so this year it will go back to being funded by the town (for the new members)

Kevin: the other thing is the salaries; in line item library assistance, that amount will be changed to --- that means step increase of 12--- dollars; other change is longevity ; the decrease is \$74;

Larry T: what have you learnt about the new building? Like? Dislike? Jerry: we do have a lot of energy efficient bulbs; we have had Anderson electric put in a few additional lights which is coming out of the project budget;

Larry T: is it the same amount of parking spaces? Kevin: no; Jerry: we have been working on making the crosswalk better across from Aubuchon to make it safer;

Larry T: any CIP? Jerry: no we have no CIP requests this year

Heidi: what is the bus service? Jerry: that is business subscription services; it is part of the materials budget; like the SAILS library network membership; we have a requirement to spend a certain amount on library materials whether it circulates or is used in-house;

Thom: any projection for public fax machine; Jerry: we have a provision for fax machine and scanner

Larry T: thanked

7:50PM Agent Pauline Clifford Budget review – BOH & Health Agencies

Pauline: start with human services; 2 % increase requested;

Betsy: we have a really unique relationship with Foxboro because one of the fire officers is involved in an autism program;

Betsy: Arc is a national movement; Arc is no longer an acronym because we want to take the work retard/retardation out of everything; we advocate and help with services for individuals and families; we are the arc of south Norfolk; we have a 148 residents in Foxboro that we serve; the cost of these services is \$1,368,000

Larry T: so we pay \$9,754 and we get back; what are your funding sources? Betsy: most of it is federal; we also receive town funding from the 12 towns we serve; we have private events and fundraisers and we make investments that have returns

Javed: is it the same type of stuff like early intervention or how are you different from what is at the schools; Betsy: we help work with the families who want to keep the kids at home but are referred to other districts; so if they need pediatric or primary care; we help families find those resources; we are at the in home stage; Maurine: three areas: immunization where I act as the liaison between doctors and schools etc, health promotion like clinics for blood sugar etc and infectious disease surveillance; like I notify classmates if I find something and notify the state; or like tracking people who have TB.

Heidi: where are we in the budget?

Heidi: so you do multiple towns? Maureen: yes I do 4 towns but I am always available; Eric Arvedon: for 27000 you have her and her staff and all the things she needs; we hope you will continue supporting this; Javed: in times of immunization, do you also do early childhood? They are available at pediatricians; how many people did you immunize? Maureen: for routine ones, I only do kids who have moved here and they don't have insurance yet so they can start school; it's a small number; Javed: how many flu vaccines? Do we need to keep this service because it is available in other places? Maureen: I fill in the gaps and take

care of children and uninsured children; Javed: yes but it is very few and the vaccines are supplied by the state

Larry T: what percent of your work is immunization; Maureen: a small amount, the rest of it is infectious disease; Heidi: if there is an increase on breast cancer, would that be brought to you; Maureen: maybe; I would have salmonella or flu outbreaks etc; Larry T: is herd immunity a problem in mass? Like religious or medical exemptions that take away immunity; most of clusters are in western mass; Maureen: not a problem in Foxboro;

Heidi: how many in arc; Betsy: 12

Javed: these mental health services are provided by insurances and the mass department also provide services? Betsy: sometimes; Javed: so you fill in the gaps? Betsy: there is a huge lack of support for these programs because people don't have support; Larry T: so you represent the safety net for people who have fallen through other nets; Javed: how many people in Foxboro? Betsy: 148 residents in Foxboro specifically; we have 10 in our day program which is a therapeutic model and we supplement that finding with the state; we support the rest in their homes; she went through a breakdown of all the people they serve in different ways;

Heidi: is that a picture in time or over the year; Betsy: that was FY14; the numbers do go up each year due to the prevalence of autism Larry T: is that it for 520?

That is it;

Larry T: thanked

Pauline: we need a full time inspector; Larry T: is that in this budget? Pauline: it is in this budget; 19 additional hours; other things are seasonal events in various large developments like food permits; asking to bring up our inspector to 35 hours

Larry T: is this similar to building inspectors that they get fees each time? Eric: we have recurring fees like licensing fees

Eric: page three

Larry T: so it's almost 50% of your budget; so that is only for half a year? Eric: we don't have resources to sustain pools and spas, 40b housing, new kitchens at Gillette, Foxfield Plaza, etc.; the Olympic stuff includes a whole bunch of stuff in Gillette;

Thom: if we have more things coming on, then we have to inspect before they open; at what point are we liable for keeping doors shut; Larry T: not just that, but we that would ruin our reputation; Eric: it is better to be proactive rather than reactive in that;

Heidi: am I missing the current staffing level in here? Pauline: that is not in the packet; Eric: : we have two part time inspectors each, they have 19 and 16 hours each; we pay to certify our inspector; we have invested a bunch of time in our 16 hour inspector and she is working part-time elsewhere and we would like to keep that person since we have invested in them

Heidi: looking at total number of inspections, that is how you come up with the hours? Pauline: that one is just food; Heidi: quantitatively how do you determine; Bill K: the question is, if you increase hours, how much will you generate in revenue by increasing these hours; Eric: this will help businesses and camps come into town; and it would help us catch up to meet standards; we do charge for that;

Bill K: it's not just \$27,000 but it's a roller coaster because of benefits. Larry T: how many people now go on inspections? Pauline: 3 people;

Larry T: you are bringing in \$80,000 a year and you are adding half a person and that would bring in \$30-40,000; Eric: the challenge is finding a person with certification who only wants part-time;

Patrick: do you find that catching up cuts short on inspections because you have to get to so many? Like do you rush inspections? Pauline: we are really on top of food; we are falling short on pools and hotels; we have not been able to keep up with pools;

Sue: how much does it cost to get certified; Eric: you need 6-8 certifications; Pauline: you would need several; the state is always putting more mandates on us;

Larry T: thanks

8:45PM Director Vicki Lowe Budget review – COA & Human Services

Vicki: provides services to 60 and over; the only request that is significant is we have purchased laptops and we have access to online benefits checkup program that needs network hotspots; and we have \$3387 1/3 for Verizon and rest for domestic violence group; we have a growing senior population; the rest of the money is for administrative materials

Larry T: how do you do the hotspot? Is that through the cell phone?

Vicki: satellite; and it's a monthly fee; Larry T: looking long-term, is overcrowding an issue? Vicki: from time to time, we have that issue; we have Foxboro regional charter students teaching our seniors computers and we have to juggle for that;

Heidi: which line item is the hot spot? Vicki: it is under communications

Larry T: so your current budget is (insert) and you are asking for ?? Vicki: well it's the centralized maintenance; Vicki: I had requested a driveway project for the senior center.

Larry T: was that part of CIP? Vicki: it was capital because it was over \$25,000; we would like a temporary parking for people to park and drop people off; this just seems like it would be safer; the town engineer said that this would not need a lot of approval, estimate is \$12,000; it is now in the centralized maintenance budget

Larry T: thanked Vicki

8:57PM Director Mike Johns Budget review – Veterans

Thom: the demands on veteran services is higher along with the overall increase in Foxboro's population; high percentage of veterans in town

Mike: two sig changes; one increase in veterans relief paid out to widows who fall below certain poverty level for increase in cases; 44 relief cases; one of the goals is to not let that number rise by getting people working with benefits

Larry T: is some of that is reimbursable?

Mike: 75%; I want to recapture that; need to spend time getting people into work and into federal system instead of state/municipal system; our Vietnam veterans are approaching retirement; the number of Vietnam reps is not increasing but their needs for services our; like their illnesses; there is a large demand in that area

Second area is time spent: like getting people in the federal system; the need for clerical assistance; full-time 35 hours; I am open to ideas like a shared position or two people sharing a position to not incur benefits; I am open to looking into that; but we do need full-time assistance.

Increase in reimbursable money; (one) the rest is usual stuff; we have added some events;

Larry T: do you still have a volunteer program? Mike: are you talking about the veteran committee? We still have 12 members and they are active in the ceremonial areas; they are very helpful;

Larry T: do you think the services are different than when we were in the district? Are we having a harder time now that we are on our own?

Mike: it's the contrary, I think there are more pointed services; but the district wasn't given a fair shot so I am open-minded to staffing the district; a two town district doesn't make sense, 3 makes more 4 more and 5 even better; if we had a district then we should approach it differently; I can't directly answer your question

Larry T: do we have an average pop of vets or higher?

Mike: percentage wise, we have a higher average compared to communities around; it may be because people are living longer and staying in the community

Pat: the clerical position, does the senior training thing apply?

Bill K: the skills limit that position to an extent;

Mike: like financial things and and computer communications with the state;

Sue: district fee line item (?)

Mike: some line items were lumped there but I would have to do more research

Bill K: we are really lucky to have Mike;

Paul D(?) I am very proud to be a Foxboro resident and tax payer;

Bill K: we are the only state with a program; the rest have to navigate the VA;

Mike: on the last page, the most important thing is the last two numbers;

Thom: I wanted to point out you were able to reach 75% efficiency; do you project anything coming in May?

Mike: yes I do - about \$70,000 for veterans' relief

Thom: will that be reimbursable?

Mike: yes 75% reimbursable by the state; it's about efficiency and it's about being meticulous; we make sure that we get our 75% back to the penny;

Bill K: is it about 8 months for the reimbursement?

Mike: Yes.

Thom: the reimbursement is annual?

Bill K: it just takes a long time to get it back from the state;

Larry T: thanked

9:30PM Advisory Committee Review & accept prior meeting minutes

Thom motion and Pat second 4 yes;

Minutes approved by Vote of the Advisory Committee.

Date of Meeting: March 4, 2015

Vote: 8-0-2

Tracey Vasile

Advisory Committee Chairperson